

BOROUGHBRIDGE TOWN COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 5 AUGUST 2008
IN 1 HALL SQUARE, BOROUGHBRIDGE

PRESENT: Cllrs E Vose (Chair), N Smith, B Walker, M Winder, J Wilkinson, R Young, R Windass, G Craggs, N Halladay (arrived 6.45pm), District Cllr A Alton, H Nellis (Town Clerk) , A Palmer (Assistant Clerk), 2 local residents

The meeting opened at 6.40pm

1 TO ACCEPT APOLOGIES FOR ABSENCE; Cllrs F Cooper, S Fieldhouse,

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA – Cllr Vose- **Item 9j**

3 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 1 JULY 2008

RESOLVED that the Minutes be accepted, and duly signed, as an accurate record of the meeting held on 1 July 2008 – proposed by Cllr Young and seconded by Cllr Walker with two abstentions

4 PUBLIC QUESTIONS OR STATEMENTS - a) A local resident_ enquired as to the practicalities of:- 1) having a notice board outside the council offices displaying local events. 2) current information re: CAP in the T.I.P. 3) parental representation re: plans for the Recreation Ground. It was **RESOLVED** to investigate the possibility of having an information board outside the T.I.P

Clerk

b) A resident from Mill Lane expressed her concern re: coach parking in front of The Three Horseshoes on race days thus obscuring the sight line when exiting Mill Lane. **RESOLVED a)** that the Clerk write to the police and suggest that they be more proactive with illegal parking on race days b) the landlady be contacted to suggest a drop-off point for coaches – proposed by Cllr Young and seconded by Cllr Wilkinson

Clerk

5 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 1 JULY 2008

a) **Report from Working Group on the future of the Mill Lane Site – item 5a** – No meeting held as yet but it was **RESOLVED** to look at former plans and costings and report back at the next meeting on Tuesday 2 September 2008– proposed by Cllr. Craggs and seconded by Cllr. Young

Agenda

b) **To consider a request from a resident of Marton cum Grafton to set up a cake stall on the Fountain Apron on 16 August and 14 September 2008 – item 12i** – It was **RESOLVED** that the 16th August could go ahead and that the September date would be decided upon at the next meeting on 2 September 2008

Agenda

c) **An update on progress at Aldborough Gate by the Chairman, Douglas Grubb - item 15b** – Douglas Grubb updated the Council on the changes made to the funding process of the Aldborough Gate project, answered questions from members of the Council and offered to address the Council again at the October meeting.

Agenda

6 UPDATE OF RISK ASSESSMENTS BY WORKING GROUPS IN TIME FOR THE NEXT COUNCIL MEETING ON 2 SEPTEMBER 2008

It was **RESOLVED** that copies of the current risk assessments should be made available for collection, in the Council Office, by appropriate members of each Working Group

Agenda

7 TO APPROVE BIENNIAL PAT TESTING OF APPLIANCES IN 1 HALL SQUARE - It was **RESOLVED** that Cllr Winder will arrange for a local electrician to PAT test appliances in 1 Hall Square – proposed by Cllr Craggs and seconded by Cllr Young

MW

8 NYCC – COUNTY AREA COMMITTEE FOR THE HARROGATE DISTRICT – ELECTION TO FILL TWO CASUAL VACANCIES FOR PARISH COUNCILS’ REPRESENTATIVES – to submit a

Clerk

<p>completed ballot paper and the declaration of identity form on behalf of Boroughbridge Town Council – The ballot form was duly filled in</p>	
<p>9 CORRESPONDENCE</p>	
<p>a) To receive a letter of concern from a resident on Mill Lane re: coach parking in front of the Three Horseshoes and along Horsefair on Ripon Race days to include a request on ‘The Town Council’s View of this safety related issue’ - dealt with under Item 4b</p>	Cllrs
<p>b) <i>Street Sport</i> (correction – should have been <i>4Youth Van</i>) – to receive an update on the event to be held on Tuesday 12 August in Back Street Car Park from 7-9pm – As many councillors as possible were urged to attend</p>	Cllrs
<p>c) Highways North Yorkshire – to receive information sent to a local resident re “various matters in Boroughbridge” - re: speeding traffic on the Wetherby Road and illegal parking outside Morrisons. It was RESOLVED that District Cllr Windass would deal with these matters</p>	RW
<p>d) A Taste of Yorkshire – to consider a request from the newly-opened tea rooms for permission to place a maximum of 4 tables and chairs on Hall Square – It was RESOLVED that, having established what kind of tables, between what hours and in which months, a trial period for 2 tables and 4 chairs would be granted, subject to the Council being indemnified on their insurance – proposed by Cllr. Craggs and seconded by Cllr Halladay</p>	Clerk
<p>e) Conservation Area Appraisal – response sent to HBC from a local resident with an enquiry to Boroughbridge Town Council if the Council is to debate “the Devils Arrows issue in the future” – It was RESOLVED to write to HBC to confirm the Council’s wish to see the conservation area include the whole site on which the Devils Arrows are located</p>	Clerk
<p>f) To receive information from the Chief Executive of HBC confirming the date of his retirement on 21 July 2008 and take over of his successor from 4 August 2008 – Noted by all councillors present</p>	
<p>g) To receive information from HBC on the appointment of a new Systems and Information Officer for Commuted Sums – Noted by all councillors present that Sean Wright is now the new Information Officer</p>	
<p>h) To receive a copy of a letter of complaint submitted to HBC re the nuisance caused by residents of Vicarage View Flats, Church Lane and consider any action that can be taken – It was RESOLVED to write to Environmental Health asking them to investigate and monitor the situation as a matter of urgency and to inform the complainant of the Council’s actions – proposed by Cllr Craggs and seconded by Cllr Smith</p>	Clerk
<p>i) To receive information from HBC on a free rural affordable housing coach tour and buffet supper to take place on Thursday 4 September 2008 from 5-8pm and identify any councillors who wish to take part – Noted by all councillors present but no interest expressed</p>	
<p>j) To consider a request from The Aldborough Village Trust for a donation of £1000 towards improvements to the acoustics in the village hall – In line with the Council’s standard practice following such requests, it was RESOLVED to ask for a balance sheet from The Aldborough Village Trust before any such funding could be considered – proposed by Cllr Young and seconded by Cllr Wilkinson. Cllr Vose declared an interest</p>	Clerk
<p>Any correspondence received between the date of posting of the Agenda and the date of the Meeting will also be considered</p>	
<p>The following correspondence was received subsequently</p>	
<p>k) To receive a local resident’s letter re: private events on Aldborough Village Green – It was RESOLVED that any major event held anywhere on council land in the public domain, should notify the Council well in advance in order for the event to be publicised in the notice boards in Boroughbridge, Aldborough and Minskip. The Clerk to check the Council’s legal position with YLCA as regards public events</p>	Clerk
<p>l) To receive information re: Remembrance Day Parade to be held on Sunday 9 November 2008 – Noted by all councillors present</p>	
<p>m) To receive notice of Footpath Resurfacing – Springfield Drive and York Road – Noted by all councillors present</p>	
<p>n) To consider a request from Kirby Joinery’s re: sponsorship of a floral display in Boroughbridge – It</p>	

<p>was RESOLVED that the council would provide a choice of possible locations as to where and what kind of floral display that could be offered to Kirby Joiners, for discussion at the September meeting – proposed by Cllr Craggs and seconded by Cllr Windass. The Clerk to enquire if Alexanders were still interested in sponsoring the roundabout at Stump Cross</p>	Agenda Clerk
<p>o) To receive a letter from Spear Travel re: Back Lane car park – It was RESOLVED to forward the information concerning abandoned cars onto the police and for Cllr Halladay to remove the dangerous barbed wire attached to a tree on the Picnic Area.</p>	Clerk
<p>p) To receive a letter of complaint from a local resident re: Lorries on A168 – This had already been dealt with by the Assistant Clerk</p>	
<p>q) To receive a letter of complaint from a local resident re: trees and weeds in Boroughbridge Cemetery – It was RESOLVED that the Clerk inform the resident that the trees have been looked at by an arboriculturist who felt that no remedial works needed to be carried out at this stage</p>	Clerk
<p>r) To receive a request by HBC for nominations for the “Volunteering Oscars” event – It was RESOLVED to nominate Gill and Mike Jones for their services to the Tourist Information Point for this award – proposed by Cllr Halladay and seconded by Cllr Windass</p>	Clerk
<p>s) To confirm the Council’s comments on the consultation document for the Boroughbridge to Ripon Bus Corridor – Confirmed by all councillors present</p>	
<p>t) To receive a copy of a letter from a local Minskip resident sent to the Minskip Field Committee re: unacceptable behaviour – for information only – Noted by all councillors present</p>	
<p>10 FINANCE</p>	
<p>a) To receive the financial statement for July 2008 - Appendix 1 – It was RESOLVED that the statement be accepted as an accurate record of the Council’s finances, subject to external audit – proposed by Councillor Young and seconded by Councillor Vose</p>	
<p>b) To agree invoices and salaries to be paid - Appendix 1 It was RESOLVED that the salaries and invoices listed should be paid – proposed by Councillor Young and seconded by Councillor Vose</p>	
<p>11 COMMITTEES/PROJECTS REPORTS</p>	
<p>a) Schools Liaison, Youth & Recreation Ground Report - Councillor Windass reported on HBC’s visit to the Primary School to survey the young peoples’ opinions on what they would like to see on the Recreation Ground. The Clerk to chase up the possibility of additional funding with Katie Phipps</p>	Clerk
<p>b) Aldborough Gate Report – Dealt with under Item 5c</p>	
<p>c) Tutt Woodland Report to include an update on clearance of rubbish and sign to be erected – See Item 11L</p>	
<p>d) Mill Lane Report – Dealt with under Item 5a</p>	
<p>e) Community Office Report – Nothing to report</p>	
<p>f) Public Open Spaces – Following a request by the Chairman, it was RESOLVED that further discussion of Item 11f continue ‘In Committee’ on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted - proposed by Cllr Craggs and seconded by Cllr Wilkinson</p>	
<p>The remaining items on the Agenda were then discussed out of committee</p>	
<p>g) Public relations report to include the Clerk’s report of the meeting held on 5 August 2008- Appendix 2 To identify which press release/s for this month – Cllrs Smith and Fieldhouse to meet with Richard Doyle, to discuss the website advert on the BBCC minibus at a cost of £100</p>	NS/SF
<p>h) Yore Vision Report - It was RESOLVED to reinstate the T.I.P walks onto the website – proposed by Cllr Wilkinson and seconded by Cllr Craggs</p>	Clerk
<p>i) TIP Report for June 2008-Appendix 3 – A pleasing increase in the number of visitors was noted</p>	
<p>j) Planning Committee – to approve minutes of the meeting held on 1 and 21 July 2008 and report on the meeting held on 5 August 2008 and give an update on the proposed Advanced Technology Park following meeting with councillors on Friday 11 July 2008 – It was RESOLVED to accept the Minutes as a true record of the Meetings held on 1 and 21 July 2008 – proposed by Cllr Young and seconded by Cllr Wilkinson.</p>	

Cllr Wilkinson reiterated the Council's position re: Boroughbridge's local development site with regards to the Advanced Technology Park

k) Cemetery Committee Report – to report on the Meeting held on 23 July 2008 and approve the Minutes - Cllr Windass reported that a risk assessment of the Lynch Gate was to be sought from a local builder It was **RESOLVED** to accept the Minutes as a true record of the Meeting held on 23 July 2008 – proposed by Cllr Young and seconded by Cllr Wilkinson

l) Tutt Woodland – to receive report from independent specialist survey carried out on Tuesday 29 July 2008 and identify any action to be taken. To approve the revised cost of signage at £377 + VAT to include installation – It was **RESOLVED** to ask a local land agent to value this asset of the Council and to put on hold the signage for the time being – proposed by Cllr Craggs and seconded by Cllr Windass.

Clerk

Clerk

Councillors time to share issues and decide agenda items for next meeting. Members are reminded that the statutory notice of any business to be transacted has not been posted and should recognise that any decisions taken may be taken to be unlawful if challenged in the future

- Councillor Vose enquired as to the progress being made with the fixing of the lantern heads at Aldborough
- Councillor Wilkinson raised the issue of St. Helena's 'extended' road closure. The reopening date was given as Friday 8 August 2008
- Councillor Vose highlighted her tea and coffee morning to be held at Church Street Surgery, from 6th October 11-1 pm for 3 weeks, in aid of the Mayor's Appeal
- Cllrs Smith and Wilkinson gave their apologies for the September Council meeting

12 TO CONFIRM THAT THE DATE OF THE NEXT MEETING OF BOROUGHBRIDGE TOWN COUNCIL WILL BE TUESDAY 2 SEPTEMBER 2008 AT 6.30PM IN 1 HALL SQUARE BOROUGHBRIDGE

The Meeting closed at 9.00 pm

SIGNED.....

CHAIRMAN

DATED.....

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